EVANSVILLE RENTAL REGISTRY YEAR

**One Sheet for EACH Owner, LLC and/or One for EACH Management Company**

Type of Registration

|  |  |  |  |
| --- | --- | --- | --- |
|  | **NEW** |  | **RENEWAL** |
|  |  |  |  |

**RENTAL REGISTRY INFORMATION**

**UPDATE OWNER INFO**

Property Owner of Record's Name Contact First Name

Contact Last Name

INTERNAL USE ONLY

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **CASH** |  | **C** | **HECK#** |  |  | **CREDIT** |  |
|  |  |  |
| **Receipt #** |  | $ |

Email Address Owner Address

\*\*\*Required for notification next year

City Phone

State Zip Cell

**T**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **AGENT INFO** |  |  |  |  |
| Name of Agent/Company |  |  |  |  |
| Address of Agent |  |  |  |  |
| Office Phone | Cell Phone |  |  |  |
| Agent Email |  |  |  |  |
| **CHECK IF YOUR INVENTORY OF PROPERTIES HAVE CHANGED FROM LAST YEAR****LIST ALL RENTAL PROPERTIES - USE A SEPARATE LINE FOR EACH PARCEL or COMMUNITY****\* Check if Agent is to manage property** |
| \***Agent ADDRESS**1 |  |  | **# of Units on Parcel** | **$5.00 per Address Line** |
| 2 |  |  |  |  |
| 3 |  |  |  |  |
| 4 |  |  |  |  |
| 5 |  |  |  |  |
|  |  |  | Pg 2 Total | $ |
| **Owners Signature or Authorized Person** |  |  | **OTAL** | $0.00 |
| **Print Name**  | **Signature**  |
| **Date**  | **Title**  |
| **Questions? Contact 812-436-7887** | **Owner** |  | **Management** |
| **Email:** **rental@evansville.in.gov** **Website:** [**http://slate.tolemi.com/c/evansville-in**](http://slate.tolemi.com/c/evansville-in) |
| **There is a $5 Charge for each property/parcel ANNUALLY. There is a MAX of $100 per owner.** |
| **Make checks payable to Building Commission. Mail form & Check to: BUILDING COMMISSION, 1 NW MLK Blvd****Room 310, Evansville, IN 47708 c/o Sherry** |
| **DISCLAIMER: This registration does not allow any work to be done on your properties. Information about the****annually Rental Registry fees for rental properties in the City of Evansville is available at** [**http://www.evansvillegov.org/city/department/division.php?structureid=164**](http://www.evansvillegov.org/city/department/division.php?structureid=164) |